

Rules for groups

When making the reservation:

- Group visits must be booked in advance (as must Apropa groups and groups without guides) by email at reservesmeb@bcn.cat or by phone on 932 562 300.
- **Maximum number of people per group:**
 - **School groups:** between 10 and 25 students. This number may be increased to a maximum of 29 students by paying an additional charge for each one ([see prices](#)). If the group has more than 29 students, it will have to be divided into two.
 - **Groups of adults:** maximum of 20 people.
- One group leader per ten visitors can get free admission.
- **A single payment must be made in advance** for each group.
- Any **amendment to or cancellation of the booking** must be communicated at least 48 working hours in advance. Otherwise, the amount paid will not be refunded.
- Bookings for **Apropa groups and groups without guides** will be scheduled for 12 noon or later.
- **Group bookings will not be accepted to coincide with open days or times** (first Sunday of the month, every Sunday from 3 pm and during open days).

On the museum premises:

- Visitors are asked to be punctual. Be aware of the start time for the booked activity.
- We recommend getting to the museum 10 minutes before the activity starts, so that the group leader can check in at the reception desk before the visit. Visitors are not allowed to take rucksacks or bags into the museum rooms. These are to be left in the lockers on the premises.
- If the group is late, you must notify the museum by calling the reservations line on 932 562 300. Late group arrivals may affect the tour activity if the staff involved deem it necessary. The time lost in arriving late will not be added to the duration of the activity.
- School groups should have breakfast before arriving as the museum does not have a space for this. At the Montcada site, groups can eat in Plaça Jaume Sabartés, two minutes away from the museum, and at the Montjuïc site, in the gardens surrounding the museum.
- During the visit, those accompanying group visitors are responsible for all members of their group.
- Groups must behave properly during their visit. Visitors are not allowed to run or to touch the objects on display, except for items specifically identified for this purpose. Visitors must also keep their voices down and not shout. If in doubt, check with museum staff.
- To ensure harmony on the premises, groups without guides cannot be in the same space as groups with museum guides making their way around the site at that point. The latter have priority.
- The staff in each room is there to help people through their visit. Visitors must follow their instructions.